

Application For General Permit

Agricultural Irrigation Pond

INSTRUCTIONS

This application is to be used by applicants requesting a general permit for an agricultural irrigation pond in accordance with the provisions of Title 38 M.R.S.A. Sec. 480-Y. The instructions for completing this application are listed below.

GENERAL INFORMATION

The application must be filled out completely before it is submitted to the Department. If you have any questions about a submission requirement, please call the appropriate DEP regional office. The addresses and telephone numbers are at the end of the instruction sheet. Incomplete applications will be returned.

The irrigation pond general permit requires that the DEP conduct a site assessment before the application is submitted. If you have not had a site assessment, please call the appropriate DEP regional office for information about scheduling one. It is very important that these site assessments be conducted during a time of year when the stream and wetland conditions can be properly evaluated. Requests received during the winter may be deferred until after snow melt.

The DEP has 15 days to review the application for completeness. Once accepted as complete, the DEP has 30 days to complete our review. The Department will notify you of our decision prior to the end of the 30 day review period. If you wish, you may call the appropriate DEP regional office at any time to check on the status of the application.

Permits from the municipality may be required. Permits from the U.S. Army Corps of Engineers may also be required. Every attempt will be made to determine the need for federal permits during the site assessment. Please make sure you have had contact with the local and federal government, and have received all necessary permits before beginning construction.

FEES

Please be sure to attach a check for the application fee of \$199.00. Applications received without the proper fee will be returned. Make checks payable to: Treasurer State of Maine.

SUBMISSIONS

Please submit **four (4) complete copies** of the application to the appropriate DEP regional office (addresses on page 3).

SECTION 1. APPLICATION INFORMATION

Name of applicant. Write in the name(s) of the landowner or a person that has legal title, right, or interest in all of the property to be affected by the pond construction. If the landowner is an agency, company, corporation, or other organization, please include the organization's name and the name of a person in authority we can contact about the project.

NOTE: A general permit does not give authority to alter or flood someone else's property.

Street/Box #, City, State, Zip. Write in the full mailing address of the applicant. The DEP will mail copies of any letters to this address.

Telephone #. Write in the applicant's daytime telephone number, including the area code. This should be a number where the applicant can usually be reached during normal working hours. If the applicant can not be reached during normal working hours, it may be helpful to have a local contact or agent (see below).

Local Contact or Agent. The DEP does not require an agent for this application. If the applicant has chosen to have a local contact or agent, please provide the name of that person. The agent can be an attorney, contractor, engineer, or other person willing to provide assistance. Department staff will call the contact/agent first if we have questions. The applicant will always be copied on any letters written about the project.

Please write the full mailing address of the agent. The DEP will send original letters to this address. Also, write the full telephone number where the agent can be reached during normal working hours. Quick answers can help minimize delays in the application process.

SECTION 2. PROPERTY INFORMATION

Name of Stream or Brook. Please write in the name of the stream or brook that will be altered - as it appears on the U.S.G.S. topographic map. If the stream does not have a name, please write "unnamed".

Nearest Road, Street, or Route Number. Please write in the name of the public road closest to the project site.

Tax Map #, Tax Lot #. Write in the town tax map and lot number for the property where the pond will be located. You can get these numbers from the local tax assessor.

City/Town, County. Please write the name of the town or city, and county where the pond will be located. This may be different from the applicant's mailing address.

Name(s) of any person previously contacted at the DEP. Write in names of all department staff that you have previously contacted about this project. It is especially important to list names of DEP staff that attended the site assessment.

SECTION 3. ATTACHMENTS

Please attach all requested information. Label each attachment with the correct exhibit number. It will be helpful if the exhibits follow the cover sheet and signature sheet, and are in numerical order. Site plans may be larger than 8½" by 11". However, at least one set of 8½" by 11" plans should be submitted. Larger plans should be folded to no larger than an 8½" by 11" size. Please make sure that plans are clear, easy to read, and contain all of the information listed on the application form.

NOTE: All plans, and engineering documents must be signed, dated and stamped by a professional engineer.

SECTION 4. SIGNATURE

Please read this section of the application carefully. If you do not understand the terms you are agreeing to, please call the DEP for clarification. The application must be signed by the applicant, or an agent legally authorized to act on behalf of the applicant. The agent authorization only allows the agent to answer questions and act on the applicant's behalf during the application process. The applicant is still responsible for making sure the project meets all of the requirements for a general permit.

VIOLATIONS

Any actions taken that are not in compliance with the standards of the general permit or the approved plans are a violation of the general permit and may be subject to enforcement action by the DEP.

AGAIN, IF YOU HAVE ANY QUESTIONS, PLEASE CALL THE APPROPRIATE DEP REGIONAL OFFICE. OFFICE LOCATIONS AND TELEPHONE NUMBERS ARE LISTED BELOW. A MAP OF THE REGIONAL BOUNDARY LINES IS ATTACHED FOR YOUR REFERENCE.

Southern Maine:

312 Canco Road
Portland ME 04103
207-822-6300

Central Maine:

17 State House Station
Augusta ME 04333-0017
207-287-2111

Eastern Maine:

106 Hogan Road
Bangor ME 04401
207-941-4570

Northern Maine:

1235 Central Drive
Presque Isle ME 04769
207-764-0477

Insert Maine map here